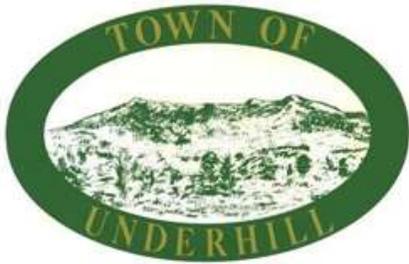


APPLICATION OVERVIEW
SKETCH PLAN REVIEW
ARTICLE 7, SECTION 7.3

| | |
|---|---|
| DRB DOCKET #: | DRB-19-09 |
| APPLICANT(S): | Keith & Tara Carter |
| CONSULTANT(S): | Valley Land Services – Carroll Peters |
| PROPERTY ADDRESS (PARCEL ID CODE): | 39 Hobart Hill Road (HB039) |
| ZONING DISTRICT(S): | Rural Residential and Soil & Water Conservation |
| INITIAL FILING DATE: | Wednesday, July 18, 2019 |
| APPLICATION COMPLETION DATE: | Wednesday, July 18, 2019 |
| SCHEDULED HEARING DATE: | Monday, August 19, 2019 |

| | |
|---|---|
| PROJECT DESCRIPTION: | The Applicants are seeking to subdivide their lot at 39 Hobart Hill Road (HB039) into two separate lots. |
| MOST RELEVANT ULUDR SECTIONS: | § 3.2 (Access); § 3.7 (Lot, Yard & Setback Requirements); § 7.2 (Sketch Plan Review); and Appendix A (<i>Underhill Road, Driveway & Trail Ordinance</i>). |
| REASON FOR CONDITIONAL USE REVIEW: | Proposed subdivisions are required to be reviewed by the Development Review Board per Article VII. The Sketch Plan Review Meeting is meant to be an informal process to identify potential issues prior to the Applicant(s) expending a lot of resources on a project. |
| APPLICABILITY OF ROAD ORDINANCE: | The 2015 Road Ordinance, as amended thru December 18, 2018 APPLIES . |
| STATE PERMIT INFORMATION: | <ul style="list-style-type: none"> • No State permits have been obtained at this time. |
| COMMENTS/NOTABLE ISSUES: | <ul style="list-style-type: none"> • The Applicants wish to forgo the more in-depth review process by designating the vacant as a “wood lot.” • The Board will need to ensure that access to the vacant lot (“wood lot”) exists during the preliminary/final subdivision review process. • The Applicants have asked the Board to waive: <ul style="list-style-type: none"> ○ Preliminary Subdivision Review, and ○ The frontage requirement for both lots. |



TOWN OF UNDERHILL

Development Review Board

KEITH & TARA CARTER
SKETCH PLAN REVIEW
Docket #: DRB-19-09

| | |
|----------------------------|---|
| Applicant(s): | Keith & Tara Carter |
| Consultant(s): | Carroll Peters (Valley Land Services) |
| Property Location: | 39 Hobart Hill Road, Underhill, VT 05489 |
| Acreage: | ±60.41 Acres |
| Zoning District(s): | Rural Residential and Soil & Water Conservation |

Project Proposal: Sketch Plan Review of Keith & Tara Carter for a proposed 2-Lot Subdivision of property located at the aforementioned address. The applicants have requested that the lot remaining as vacant lands be considered a “wood lot” in order to forgo a more in-depth review process.

2018 UNDERHILL UNIFIED LAND USE & DEVELOPMENT REGULATIONS RELEVANT REGULATIONS:

- Article II, Table 2.4 – Rural Residential (pg. 15)
 - Article II, Table 2.7 – Soil & Water Conservation District (pg. 24)
 - Article III, Section 3.2 – Access (pg. 30)
 - Article III, Section 3.7 – Lot, Yard & Setback Requirements (pg. 38)
 - Article III, Section 3.9 – Nonconforming Structures (pg. 40)
 - Article III, Section 3.13 – Parking, Loading & Service Areas (pg. 44)
 - Article III, Section 3.17 – Source Protection Areas (pg. 55)
 - Article III, Section 3.18 – Steep Slopes (pg. 56)
 - Article III, Section 3.19 – Surface Waters & Wetlands (pg. 63)
 - Article III, Section 3.23 – Water Supply & Wastewater Systems (pg. 68)
 - Article VI – Flood Hazard Area Review (pg. 127)
 - Article VII, Section 7.2 – Applicability (pg. 139)
 - Article VII, Section 7.3 – Sketch Plan Review (pg. 141)
 - Article VIII – Subdivision Standards (pg. 150)
 - Appendix A – Underhill Road, Driveway & Trail Ordinance
-

CONTENTS:

- a. Exhibit A - Carter Sketch Plan Review Staff Report
- b. Exhibit B - Carter (HB039) Sketch Plan Review Meeting Procedures
- c. Exhibit C - Application for Subdivision
- d. Exhibit D - Project Information

- e. Exhibit E - Certificate of Service
- f. Exhibit F - Subdivision Plan

COMMENTS/QUESTIONS

1. **SECTION 3.2 – ACCESS:** Both lots will fail to satisfy the frontage requirement; however, the frontage requirement can be waived in accordance with §§ 3.7.E.1 & 8.6.A.2 since Hobart Hill Road only serves three lots.
 2. **SECTION 3.2 – ACCESS:** The Board should ensure that the proposed vacant lot (“wood lot”) will have access, and therefore, require an access permit as part of the subdivision review process.
 3. **SECTION 3.7 – LOT, YARD & SETBACK REQUIREMENTS:** The Applicants have been informed that they will need additional approved to further develop the lot in the future.
 4. **SECTION 8.8 – LEGAL REQUIREMENTS:** The Board should determine if the Applicants require a draft Road Maintenance Agreement prior to the Preliminary/Final Subdivision Review hearing.
 5. **SECTION 8.8 – LEGAL REQUIREMENTS:** The Applicants should submit draft deeds prior to the Preliminary/Final Subdivision Review hearing.
-

STAFF FINDINGS OF RELEVANT SECTIONS

ARTICLE II – ZONING DISTRICTS



| | Rural Residential | Soil & Water Conservation | Proposed Lot 1 (SFD) ~30 Acres | Proposed Lot 2 ~30 Acres |
|--------------------------------|-------------------|---------------------------|-----------------------------------|-----------------------------|
| Lot Size: | 3.0 Acres | 15.0 Acres | TBD | TBD |
| Frontage: | 250 ft. | 400 ft. | TBD | TBD |
| Setbacks: | | | | |
| • Front West | 30 ft. | 30 ft. | TBD | TBD |
| • Side 1 North | 50 ft. | 75 ft. | TBD | TBD |
| • Side 2 South | 50 ft. | 75 ft. | TBD | TBD |
| • Rear West | 50 ft. | 75 ft. | TBD | TBD |
| Max. Building Coverage: | 25% | 7% | TBD | TBD |
| Max. Lot Coverage: | 50% | 10% | TBD | TBD |
| Maximum Height: | 35 ft. | 35 ft. | TBD | TBD |

TABLE 2.4 – RURAL RESIDENTIAL

PG. 15

Purpose Statement: Accommodate medium density development on land that has access to public roads where traditional development has taken place, where soil cover is thicker than on the hillside. The Rural Residential district allows for the continuation of existing commercial, residential, and public uses and to encourage future development, particularly along Route 15, Poker Hill Road and Irish Settlement Road that is compatible with these historic uses.

- The proposed subdivision will subdivide a ~60 Acre lot into two lots, which better conforms with medium density development.
- Both lots will be accessed from Hobart Hill Road, a private road that connects to Route 15 in Westford, Vermont.
- A single-family dwelling will exist on one of the proposed lots while the other lot will remain vacant – as a “wood lot.”

TABLE 2.7 – SOIL & WATER CONSERVATION

PG. 24

Purpose Statement: This district includes significant headwater and aquifer recharge areas, unique and fragile natural areas, critical wildlife habitat, and mountainsides and ridges characterized by steep slopes and shallow soils. The purpose of this district is to protect Underhill’s more remote and inaccessible forested upland areas from fragmentation, development, and undue environmental disturbance, while allowing for the continuation of traditional uses such as forestry, outdoor recreation, and compatible development.

- The proposed subdivision will subdivide a ~60 Acre lot into two lots.
- Since the Applicant(s) are proposing this lot to be a “wood lot,” which contains the Soil & Water Conservation District, no immediate impact will occur to the land within this district at this time.

ARTICLE III – GENERAL REGULATIONS

SECTION 3.2 – ACCESS

PG. 30

- The Applicants have advised that the intended property line will be essentially an extension of the existing right-of-way directly across the property.
 - Therefore, the intended access point (curb cut) to the vacant lot is expected to be immediately at the property line where Hobart Hill Road meets the property at the Westford/Underhill Townline.
- The Board should ensure that the proposed vacant lot (“wood lot”) will have access, and therefore, require an access permit as part of the subdivision review process, similar to the Curran subdivision application.
- Both lots will fail to satisfy the frontage requirement; however, the frontage requirement can be waived in accordance with §§ 3.7.E.1 & 8.6.A.2 since Hobart Hill Road only serves three lots (including the proposed subdivision).
- Both lots will have access via Hobart Hill Road, a private road with access to Vermont Route 15 in Westford, Vermont.

SECTION 3.7 – LOT, YARD & SETBACK REQUIREMENTS

PG. 38

- One principal use/structure is anticipated for the lot retaining the existing house – a single-family dwelling, while the vacant lot is intended to remain as a “wood lot.”
 - The Applicants have been informed that they will need additional approved to further develop the lot in the future.

- Based on the configuration of the existing lot and Hobart Hill Road, both lots will fail to satisfy the frontage requirements of both the Rural Residential and Soil & Water Conservation Districts.
 - A frontage waiver for both lots will be required, which is allowed in accordance with §§ 3.7.E.1 & 8.6.A.2 since both lots will be accessed via a Shared Driveway that serves 3 lots.

SECTION 3.13 – PARKING, LOADING & SERVICE AREAS

PG. 44

- The lot retaining the house presumably satisfies the parking requirement for a single-family dwelling – 2 parking spaces per dwelling.
- No parking requirement is provided in the ULUDR for a lot being retained as a “wood lot.”

SECTION 3.17 – SOURCE PROTECTION AREAS

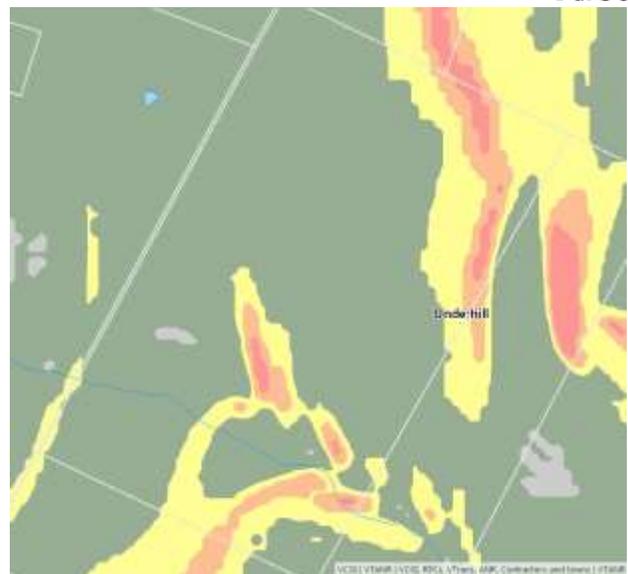
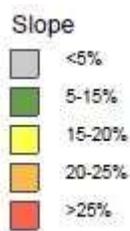
PG. 55

- The subject lot is not located within a Groundwater Source Protection Area.

SECTION 3.18 – STEEP SLOPES

PG. 56

- Areas of steep slopes (15-25%) are present on the existing lot (see directly to the right).
 - The existing house appears to be in an area of Steep Slopes (15-25%).
- While the second, vacant lot will remain as a “wood lot,” thereby deferring development at this time, there are areas on that lot that are outside of these steep slopes and very steep slopes, allowing for future development.



SECTION 3.19 – SURFACE WATERS & WETLANDS

PG. 63

- An unnamed stream will bisect the southern portion of the lot retaining the single-family dwelling in an east to west direction (see directly to the right) – 25 ft. Setback Requirement.
- No other surface waters are located on the existing property (see directly to the right).
- No Class II Wetlands have been identified on the existing property (see directly to the right).



SECTION 3.23 – WATER SUPPLY & WASTEWATER SYSTEMS

PG. 68

- The Applicants are not proposing to develop the second lot (vacant lot), and are proposing to retain that lot a “wood lot;” therefore, the obtainment of a Wastewater System & Potable Water Supply Permit does not appear to be required at this time.

ARTICLE VI – FLOOD HAZARD AREA REVIEW

- No Special Flood Hazard Areas were depicted on the existing lot according to the ANR Website; therefore, review of this section is not required.

ARTICLE VII – SUBDIVISION REVIEW

SECTION 7.2 – APPLICABILITY

PG. 139

- The Applicants are proposing a 2-Lot subdivision that meets the requirements of Section 7.2.E.1.a.
- Staff recommends that the project be classified as a minor subdivision.

SECTION 7.3 – SKETCH PLAN REVIEW

PG. 141

- See Exhibit B pertaining to the purpose statement for Sketch Plan Review.
- The Applicants have submitted the necessary materials for the Board to make a decision about the application.

ARTICLE VIII – SUBDIVISION STANDARDS

SECTION 8.1 – APPLICABILITY

SECTION 8.1.B – REQUEST FOR MORE INFORMATION

PG. 150

- Technical review is not required at this time.

SECTION 8.1.C – FINDINGS OF FACT

PG. 150

- Findings of fact are not required at this stage of the subdivision review process.

SECTION 8.1.D – MODIFICATIONS & WAIVERS

PG. 150

- The Applicants have not requested any additional modifications or waivers other than the frontage requirement waiver for both lots (in accordance with §§ 3.7.E.1 & 8.6.A.2) and the waiver of preliminary subdivision review.

SECTION 8.2 – GENERAL STANDARDS

SECTION 8.2.A – DEVELOPMENT SUITABILITY

PG. 151

- No unforeseen undue adverse impacts to the public health, safety or the character of the area in which the proposed development is located are anticipated.
- The Applicants have not expressed any intention of setting aside land as open space that would be excluded from subsequent development lands that periodically flood, have poor drainage, contain very steep slopes (>25%), or have other known hazards, or that is otherwise not suitable to support structures or infrastructure.

SECTION 8.2.B – DEVELOPMENT DENSITY

PG. 151

- The proposed subdivision meets the density requirements of this Section.

SECTION 8.2.C – EXISTING SITE CONDITIONS

PG. 151

- The proposed subdivision does not appear to be adverse to any of the existing site features or natural resources listed in this subsection.
- The Board will need to assess this subsection once the Applicants or their successors submit an application to further develop the vacant lot (“wood lot”).

SECTION 8.2.D – UNDERHILL TOWN PLAN & REGULATIONS

PG. 152

- The proposed project appears to conform to the *Underhill Town Plan* and the *Underhill Unified Land Use & Development Regulations*.

SECTION 8.2.E – DISTRICT SETTLEMENT PATTERNS

PG. 152

Rural Districts. Subdivisions within the Rural Residential, Water Conservation and Scenic Preservation Districts shall be designed and configured to reinforce the rural character and historic working landscape of these districts, characterized by forested hillsides and hilltops, open fields, and moderate to low densities of residential development interspersed with large contiguous tracts of undeveloped land. Lots shall be configured to maintain contiguous tracts of open land between adjoining parcels.

Soil & Water Conservation District. Subdivisions within the Soil & Water Conservation Districts shall be designed and configured to avoid undue adverse impacts to existing forest resources and environmental sensitive upland areas, including watersheds and significant wildlife habitat and travel corridors, and to maintain traditional land uses including forestry and outdoor recreation. To the extent physically feasible, fragmentation of productive forest lands and significant wildlife habitat shall be avoided, and lots shall be configured to maintain contiguous tracts to open land between adjoining parcels. Lots created for the purpose of constructing dwellings or other structures in this district shall not result in the development of environmentally sensitive areas identified in the town plan or through site investigation, as specified in Section 8.3.

- The proposed project appears to conform with the Rural Districts settlement patterns outlined in Section 8.2.E.1 (see directly to the left).
- The proposed lot that will contain the area of the Soil & Water Conservation District is proposed to remain vacant, and therefore, no adverse impact to this district is expected – at least at this point in time.
 - Additionally, the area of land contained in the Soil & Water Conservation District is largely comprised of steep slopes (15%-25%) & very steep slopes (>25%).

SECTION 8.2.F - LAYOUT

PG. 153

- The proposed subdivision conforms with the requirements of this section.
- The proposed layout of the subdivision is configured in a way that would allow for subsequent subdivisions should the landowners, or their successors, choose to subdivide.

SECTION 8.2.G – BUILDING ENVELOPES

PG. 153

- The Applicants have not identified a proposed building envelope, as the Applicants are not proposing any development for the proposed vacant lot (“wood lot”) at this time.

SECTION 8.2.H – SURVEY MONUMENTS

PG. 153

- No findings.

SECTION 8.2.I – LANDSCAPING & SCREENING

PG. 153

- No findings.

SECTION 8.2.J – ENERGY CONSERVATION

PG. 154

- No findings.

SECTION 8.3 – NATURAL CULTURAL RESOURCES

SECTION 8.3.A – RESOURCE IDENTIFICATION & PROTECTION

PG. 154

- No information pertaining to, nor has any identification relating to, significant cultural and natural features necessitating protection has been submitted for consideration.

SECTION 8.3.B – SURFACE WATERS, WETLANDS & FLOODPLAINS

PG. 155

- See Section 3.19 and Article VI above for more information.

SECTION 8.3.C – ROCK OUTCROPS, STEEP SLOPES, HILLSIDES & RIDGELINES

PG. 155

- See Section 3.18 above for more information.

SECTION 8.3.D – NATURAL AREAS & WILDLIFE HABITAT

PG. 156

- A priority level 4 habitat block is located on the existing lot (see directly to the right on the next page).
- Proposed development on the proposed vacant lot (“wood lot”) is not anticipated at this time.
 - If the proposed vacant lot (“wood lot”) is to be developed in the future, it will inevitably impact the existing habitat block.
- No Deer Wintering Yards have been identified on the lot.
- The ANR Biofinder has also identified the following priority characteristics:
 - Riparian Wildlife Connectivity (encompassing the unnamed stream);
 - Highest Priority Surface Water and Riparian Areas (encompassing the unnamed stream);
 - Priority Interior Forest Blocks (same area as the identified Forest Blocks to the right);
 - Highest Priority Connectivity Blocks (same area as the identified Forest Blocks to the right); and



- Representative Physical Landscapes;
(same area as the identified Forest
Blocks to the right.

SECTION 8.3.E – HISTORIC & CULTURAL RESOURCES **PG. 157**

- Staff is unaware of any historic and cultural resources located on the existing lot.

SECTION 8.3.F – FARMLAND **PG. 157**

- No areas of prime agricultural soils have been identified on the property.

SECTION 8.3.G - FORESTLAND **PG. 158**

- The proposed property line will bisect an area of forest, which comprises almost the entire property.
- Should the vacant lot (“wood lot”) be developed in the future, the clearing of forest will be inevitable.

SECTION 8.4 – OPEN SPACE & COMMON LAND

SECTION 8.4.A – OPEN SPACE **PG. 159**

- The applicants are not proposing to designate any land as open space.

SECTION 8.4.B – COMMON LAND **PG. 160**

- The applicants are not proposing to designate any land as common land.

SECTION 8.4.C – LEGAL REQUIREMENTS **PG. 160**

- No findings.

SECTION 8.5 – STORMWATER MANAGEMENT EROSION CONTROL **PG. 160**

- No findings at this time.

SECTION 8.6 – TRANSPORTATION FACILITIES

SECTION 8.6.A – ACCESS & DRIVEWAY **PG. 162**

- Both lots will be served by their own driveways, which will access a shared driveway where Hobart Hill Road meets the property at the Westford/Underhill Townline.
- Only the requirements from Sections 3.2 & 8.6.A apply (see above for more information as it relates to the *Underhill Unified Land Use & Development Regulations*). See Appendix A below for more information as it relates to the *Underhill Road, Driveway & Trail Ordinance*.

SECTION 8.6.B – DEVELOPMENT ROADS **PG. 164**

- This subsection does not apply.

SECTION 8.6.C – PARKING FACILITIES **PG. 167**

- This subsection does not apply.

SECTION 8.6.D – TRANSIT FACILITIES **PG. 167**

- This subsection does not apply.

SECTION 8.6.E – PEDESTRIAN ACCESS **PG. 167**

- This subsection does not apply.

SECTION 8.7 – PUBLIC FACILITIES & UTILITIES

SECTION 8.7.A – PUBLIC FACILITIES

PG. 168

- An undue burden on existing and/or planned public facilities is not anticipated.
- Comments from the Mt. Mansfield Union School District will be solicited during the Preliminary/Final Subdivision Review process.

SECTION 8.7.B – FIRE PROTECTION

PG. 168

- An undue burden on the Underhill-Jericho Fire Department is not anticipated.
- Comments from the Underhill-Jericho Fire Department will be solicited during the Preliminary/Final Subdivision Review process.

SECTION 8.7.C – WATER SYSTEMS

PG. 168

- See Section 3.23 Above.

SECTION 8.7.D – WASTEWATER SYSTEMS

PG. 169

- See Section 3.23 Above.

SECTION 8.7.D – UTILITIES

PG. 169

- No findings.

SECTION 8.8 – LEGAL REQUIREMENTS

PG. 170

- The Board should determine if the Applicants require a draft Road Maintenance Agreement prior to the Preliminary/Final Subdivision Review hearing.
- The Applicants should submit draft deeds prior to the Preliminary/Final Subdivision Review hearing.

APPENDIX A – ROAD & DRIVEWAY STANDARDS

- See Section 3.2 above regarding access.



UNDERHILL DEVELOPMENT REVIEW BOARD

SKETCH PLAN REVIEW

MEETING PROCEDURES

6:35 PM, Monday, August 19, 2019

Applicant(s): Keith & Tara Carter

Docket #: DRB-19-09

State the following:

1. This is a sketch plan review meeting on the application of Keith & Tara Carter for a proposed 2-lot subdivision of land they own at 39 Hobart Hill Road (HB039) in Underhill, Vermont.

This application is subject to review under the 2011 *Unified Land Use & Development Regulations*, as amended March 6, 2018 and the 2015 *Road, Driveway and Trail Ordinance*, as amended December 18, 2018.

Sketch plan review is an informal, pre-application review process intended to acquaint the DRB with a proposed subdivision during the conceptual stage of the design process before the applicant incurs significant expense in preparing a formal application. This informal review and discussion at the regular meeting of the DRB helps identify the type of subdivision and subdivision layout that will best meet the needs of the subdivider and the requirements of these regulations.

The sketch plan review is not a hearing, and the requirements for interested party status do not apply. This means that we do not swear speakers in, but we will ask that you identify yourself and give your address to the Board before you comment so that we can keep an accurate record of this meeting in the Minutes.

The exhibits submitted as part of this application are available in the Carter sketch plan review file (Docket #: DRB-19-09 / HB039) at the Underhill Zoning & Planning Office and on the Town's website.

2. Copies of the Rules of Procedure that the Board follows are available for review at the front counter, and can be obtained from the Planning & Zoning Administrator.
3. At this point we'll begin review and hear from the applicant(s) and/or their representative(s).
4. Next we will hear from the Planning & Zoning Administrator.
5. Are there members of the public who would like to speak?
6. Any final comments from the Board, the Planning & Zoning Administrator, applicant(s) and/or their representative(s)?
7. Does the Board feel that they have enough information to decide whether the proposed sketch plan has fulfilled the application requirements?

8. Does the Board classify the proposed subdivision as Major or Minor? (If the subdivision is classified as minor, the applicant(s) may request a waiver of the Preliminary Hearing requirement. If such is requested, the Board should rule on the waiver request in open session).
9. Ask for a motion to accept or deny the application, as well as asking the Board if they wish to discuss the application in open deliberation or closed deliberation? (After the ruling, continue with the info below.)

“Within 15 days from this meeting, the Planning & Zoning Administrator, on behalf of the Development Review Board, will send a letter to the applicant(s) that:

- a. Indicates whether the subdivision as proposed will be reviewed as a minor or major subdivision, or planned unit development, and outlines the associated review process.
- b. Indicates whether the proposed subdivision generally conforms to these regulations, or will require modifications to conform to the regulations.
- c. Identifies specific areas of concern to be addressed in subdivision application, including potential impacts to adjoining property owners, significant natural or scenic resources, municipal roads and infrastructure, and community facilities and services.
- d. Recommends additional information, studies or supporting documentation to be submitted with the application for subdivision review.

All abutting neighbors will receive notice of the next public meeting via Certified Mail. If there are no other comments or questions we will close this portion of the meeting.”



TOWN OF UNDERHILL C

EXHIBIT

APPLICATION FOR SUBDIVISION

OFFICE USE ONLY

PROPERTY CODE: HB039

DRB DOCKET #: DRB-19-09

MEETING DATE: 8/19/2019

ZONING DISTRICT(S):

Underhill Flats Village Center

Underhill Center Village

Rural Residential

Water Conservation

Mt. Mansfield Scenic Preservation

Soil & Water Conservation

APPLICATION TYPE:

Sketch Plan Review

Preliminary Subdivision Review

Final Subdivision Review

Preliminary & Final Subdivision Review

Subdivision Amendment

PROPERTY OWNER INFORMATION:

Project Information

RECORD OWNER OF PROPERTY:
Keith + Tara Carter

MAILING ADDRESS:
39 Hobart Hill, Underhill, VT 05489

EMAIL ADDRESS:
taramcarter@yahoo.com

PHONE NUMBER:
802-343-3998

Property Location: 39 Hobart Hill
Underhill, VT 05489

Acreege in Original Parcel: 60.41 acres

Proposed Number of Lots: 2 Lots

DESIGNER/ENGINEER INFORMATION:

DESIGNER/ENGINEER:

MAILING ADDRESS:
W/O/S

EMAIL ADDRESS:

PHONE NUMBER:

Is this a Planned Residential Development?
 Yes
 No

Is this a Planned Unit Development?
 Yes
 No

Is the parent lot part of a previously approved subdivision?
 Yes
 No

SURVEYOR INFORMATION:

SURVEYOR:
Carroll Peters (Valley Land Services)

MAILING ADDRESS:
428 Fitch Hill Road, Hyde Park VT 08685

EMAIL ADDRESS:

PHONE NUMBER:
802-888-7737

If so, when was the previous subdivision approved?
Year: 2005

If known, what was the application number:
Application Number: _____

DEVELOPER INFORMATION (IF KNOWN):

SURVEYOR: Developer

MAILING ADDRESS:
N/A

EMAIL ADDRESS:

PHONE NUMBER:

If the proposed project is to amend a subdivision, what is the proposed amendment?



TOWN OF UNDERHILL

APPLICATION FOR SUBDIVISION

| Sketch Plan Application Materials (Only) | Section B (Engineering Plans Requirements) | Section C (Written Materials) |
|---|--|--|
| <p>Applicable:</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>The following Sketch Plan Review materials must be submitted at least 10 business days prior to a regularly scheduled Development Review Board:</i></p> <p>Checklist</p> <p><input checked="" type="checkbox"/> Sketch of Proposed Subdivision <input type="checkbox"/> Project Description <input type="checkbox"/> Description of Proposed Modifications or Waivers <input checked="" type="checkbox"/> Application Fee (\$100.00)</p> <p><i>Please Checkoff All Submitted Materials</i></p> | <p>Checklist</p> <p><input type="checkbox"/> Two Large (to Scale) Copies <input type="checkbox"/> Twelve 11" x 17" Copies <input type="checkbox"/> Prepared by a Professional Engineer <input type="checkbox"/> Date, Including Revision Date(s) <input type="checkbox"/> North Arrow, Scale, Legend <input type="checkbox"/> Proposed New Lot Lines & New Acreages <input type="checkbox"/> Proposed Building Envelopes (including Setbacks)</p> <p><input type="checkbox"/> Extent of Site Clearing & Disturbance <input type="checkbox"/> Existing/Proposed Open Space <input type="checkbox"/> Existing/Proposed Common Land <input type="checkbox"/> Existing/Proposed Building Footprints <input type="checkbox"/> Zoning District Boundary <input type="checkbox"/> Property Codes of Adjacent Properties <input type="checkbox"/> Record Owners of Adjacent Properties <input type="checkbox"/> Existing/Proposed Easements <input type="checkbox"/> Existing/Proposed Rights-of-Ways <input type="checkbox"/> Existing/Proposed Roads <input type="checkbox"/> Existing/Proposed Utility Corridors <input type="checkbox"/> Locations/Designs of Proposed Water & Wastewater Disposal Systems (including Isolation & Well Shields)</p> <p><input type="checkbox"/> Existing/Proposed Curb Cut, Driveways, Roads and/or Parking Areas (includes: cuts, fills, grades, drainage, culverts, travel lane widths, shoulder widths, surfacing etc.)</p> <p><input type="checkbox"/> Topography Existing Surface Grades /Contours Post-Development Contours/Grades</p> <p><input type="checkbox"/> Existing Outcrops, Ledges, Visually Prominent Ridgelines and Peaks <input type="checkbox"/> Surface Waters & Associated Buffers <input type="checkbox"/> Wetlands & Associated Buffers <input type="checkbox"/> Vernal Pools & Associated Buffers <input type="checkbox"/> Mapped Floodplains <input type="checkbox"/> Drainage Patterns <input type="checkbox"/> Natural Vegetative Cover</p> <p style="text-align: center;"><u>Where Applicable:</u></p> <p><input type="checkbox"/> Location & Size of Existing Culverts and Drains <input type="checkbox"/> Location & Size of Existing Sewerage Systems & Water Supplies <input type="checkbox"/> Existing/Proposed Pedestrian Walkways <input type="checkbox"/> Designated Source Protection Areas <input type="checkbox"/> Existing or Preserved Forestland <input type="checkbox"/> Preserved Natural, Cultural & Historic Features (e.g. Sites & Structures) <input type="checkbox"/> Other Unique Topographical or Geographical Features <input type="checkbox"/> Areas of Steep or Very Steep Slopes <input type="checkbox"/> Primary Agricultural Soils</p> <p><i>Please Checkoff All Submitted Materials</i></p> | <p>Checklist</p> <p><input type="checkbox"/> Written Disclosure of Intended Use of Land to be Subdivided <input type="checkbox"/> General Plans for Subsequent Development of Land to be Retained by Applicant/Landowner <input type="checkbox"/> Written Requests for Modifications or Waivers (including Justifications) <input type="checkbox"/> Draft Deeds <input type="checkbox"/> Draft Easements <input type="checkbox"/> Draft Homeowners Associations <input type="checkbox"/> Draft Maintenance Agreements <input type="checkbox"/> Snow Removal & Management Plan</p> <p><i>Please Checkoff All Submitted Materials</i></p> |
| Requirements for All Other Applications | | Section D (Non-Town Related Materials) |
| <p>Checklist</p> <p><input type="checkbox"/> Surveys (see Section A) <input type="checkbox"/> Engineering Plans (see Section B) <input type="checkbox"/> Written Materials (see Section C) <input type="checkbox"/> State of VT Materials (see Section D) <input type="checkbox"/> Application Fee (see Fee Schedule)</p> <p><i>Please Checkoff All Submitted Materials</i></p> | | <p>Checklist</p> <p><input type="checkbox"/> Project Review Sheet <input type="checkbox"/> Wastewater System & Potable Water Supply Permit (Permit #: _____)</p> <p><input type="checkbox"/> Act 250 Permit (Permit #: _____) <input type="checkbox"/> Stormwater/Erosion Permit (Permit #: _____)</p> <p><input type="checkbox"/> Agency of Natural Resources Wetlands Permit (Permit #: _____)</p> <p><input type="checkbox"/> Army Corps of Engineers Permit (Permit #: _____)</p> <p><i>Please Checkoff All Submitted Materials</i></p> |
| Section A (Survey Requirements) | | Other Required Plans Where Applicable |
| <p>Checklist</p> <p><input type="checkbox"/> Two Large (to Scale) Copies <input type="checkbox"/> Twelve 11" x 17" Copies <input type="checkbox"/> Prepared by a Licensed Surveyor <input type="checkbox"/> Date, Including Revision Date(s) <input type="checkbox"/> North Arrow <input type="checkbox"/> Scale <input type="checkbox"/> Legend <input type="checkbox"/> Property Codes of Adjacent Properties <input type="checkbox"/> Record Owners of Adjacent Properties <input type="checkbox"/> Existing/Proposed Easements <input type="checkbox"/> Existing/Proposed Rights-of-Ways <input type="checkbox"/> Existing/Proposed Roads <input type="checkbox"/> Existing/Proposed Utility Corridors Proposed Utility Easements Shall Be Centered On As-Built Utility Lines <input type="checkbox"/> Existing/Proposed Open Space Areas <input type="checkbox"/> Existing/Proposed Lot Lines with Dimensions <input type="checkbox"/> Vicinity Map To Show Area within 2,000 ft. of the Subject Lot Proposed to be Subdivided</p> <p><i>Please Checkoff All Submitted Materials</i></p> | | <p>Checklist</p> <p><input type="checkbox"/> Outdoor Lighting Plan <input type="checkbox"/> Landscaping and Screening Plan <input type="checkbox"/> Temporary & Permanent Stormwater Management Plans <input type="checkbox"/> Temporary & Permanent Erosion Control Measures/Plans (including Areas Impacted by Downstream Runoff) <input type="checkbox"/> Significant Wildlife Habitat Areas & Corridors (including Areas Impacted by Downstream Runoff) <input type="checkbox"/> Areas of Rare, Threatened and Endangered Plant and Animal Communities (and Associated Buffers) <input type="checkbox"/> Master Plan (if Applicable-see § 8.1.B.1.a)</p> |

APPLICANT SIGNATURE

DATE

7/18/19

RECEIVED

DATE

7/18/2019

Andrew Strniste

From: Tara Carter <taramcarter@yahoo.com>
Sent: Thursday, July 18, 2019 3:39 PM
To: Andrew Strniste
Subject: Re: Question about subdividing

Hi Andrew,
As we discussed earlier today here is a description of our proposed subdivision plan:

We are wanting to subdivide our current property of 60.41 acres at 39 Hobart Hill in Underhill into two 30 acre properties. Our plan would be to keep both parcels in the current use program. One 30 acre lot would include the current dwelling and the other 30 acre lot would be kept undeveloped as a wood lot. We would utilize the wood lot for hunting, biking on trails, and sugaring. There is no plan or intention to develop this land. We would like to ask that the preliminary subdivision review be waved as are intention is to preserve the lot as a wood lot. We have been made aware of the implications of pursuing this process as wood lot and acknowledge the implications as reviewed. We have also reached out to the state, as recommended, about subdividing this property and have been instructed that there will be no penalty accrued if both parcels are greater than 27 acres as to keep them in current use program.

Thank you so much for your time today and your assistance with this process.
Please feel free to call me with any questions at 802-343-3998.
Thanks,
Tara Carter

On Tuesday, April 9, 2019, 2:42:28 PM EDT, Andrew Strniste <astrniste@underhillvt.gov> wrote:

Good afternoon Tara,

Prior to commencing with the subdivision process with the Town, I recommend calling the Vermont Department of Taxes (<https://tax.vermont.gov/home>) to inquire about the implications of subdividing a lot that is currently in the Current Use program. Once you learn about those implications, as they sometimes impact the decision to subdivide, I can get you the necessary information and applications to begin the subdivision process.

If you would like to discuss further, please feel free to give me a call at the number below.

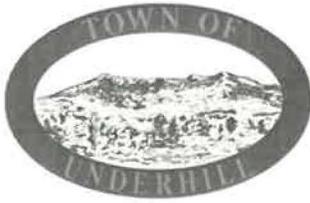
Kind regards,

Andrew Strniste
Planning Director
Zoning Administrator
Town of Underhill
P.O. Box 120
Underhill, VT 05489
Phone #: (802) 899-4434 x106
Fax #: (802) 899-2137
astrniste@underhillvt.gov

-----Original Message-----

From: Tara Carter <taramcarter@yahoo.com>
Sent: Tuesday, April 09, 2019 2:28 PM
To: Andrew Strniste <astrniste@underhillvt.gov>
Subject: Question about subdividing

Hi Andrew,
We currently own a 63 acre parcel in Underhill (39 Hobart Hill). It is now in current land use. What are the steps we would need to take with the town if we wanted to subdivide the parcel into two equal parcels, keeping both in current land use?
Thanks,



Town of Underhill Development Review Board

P.O. Box 120, Underhill, VT 05489
www.underhillvt.gov

Phone: (802) 899-4434, x106
Fax: (802) 899-2137

Certificate of Service

I hereby certify that on this 1 day of August, 2019, a copy of the following documents were delivered to the below recipients and corresponding addresses by United States first class mail.

Documents:

Notice to abutting neighbors regarding a Sketch Plan Review meeting for a proposed 2-lot subdivision of land located at 39 Hobart Hill (HB039), Underhill, Vermont, owned by Keith & Tara Carter.

Recipients and Corresponding Address: \$ 0.50

✓ **39 HOBART HILL ROAD (HB039)**

✓ Keith & Tara Carter
39 Hobart Hill Road
Underhill, VT 05489

✓ **40 HOBART HILL ROAD (HB040)**

✓ Sean & Erin Jones
40 Hobart Hill
Underhill, VT 05489

✓ **TOWN OF WESTFORD**

✓ Town of Westford
Atten: Nanette Rogers
1713 Vermont Route 128
Westford, VT 05494

Andrew Strniste
Planning Director & Zoning Administrator
12 Pleasant Valley Road
Underhill, VT 05489

Date: 8/1/2019



Town of Underhill Development Review Board

P.O. Box 120, Underhill, VT 05489
www.underhillvt.gov

Phone: (802) 899-4434, x106
Fax: (802) 899-2137

Certificate of Service

I hereby certify that on this 8 day of August, 2019, a copy of the following documents were delivered to the below recipients and corresponding addresses by United States first class mail.

Documents:

Notice to abutting neighbors regarding a Sketch Plan Review meeting for a proposed 2-lot subdivision of land located at 39 Hobart Hill (HB039), Underhill, Vermont, owned by Keith & Tara Carter.

Recipients and Corresponding Address: \$0.50

36 HILL CREST ROAD (HC036)

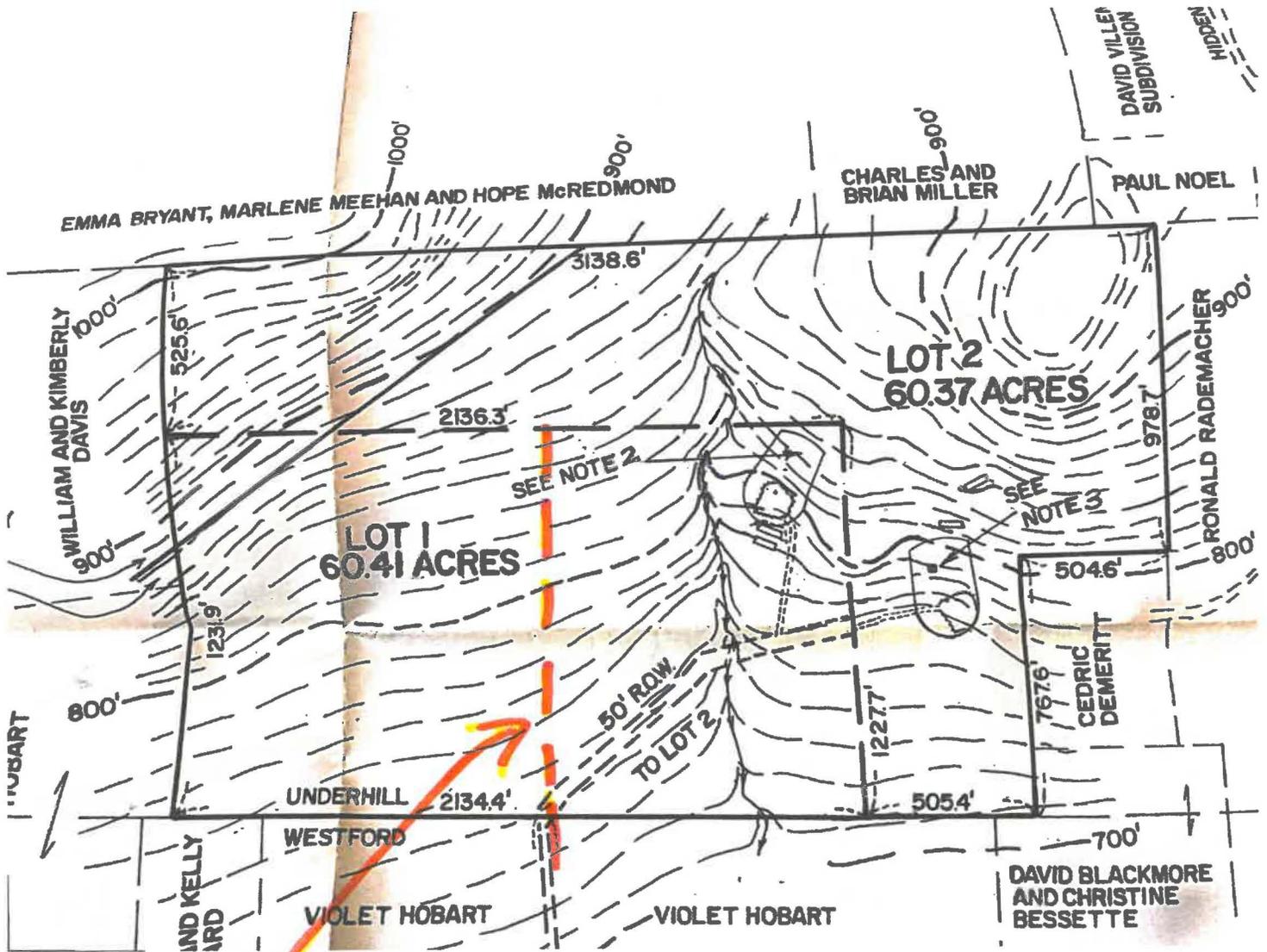
William R. & Debbie M. Davis
36 Hill Crest Lane
Underhill, VT 05489

970 VERMONT ROUTE 15 (VT970T)

Kyle J. & Sarah H. Hobart
1049 Vermont Route 15
Underhill, VT 05489

Andrew Strniste
Planning Director & Zoning Administrator
12 Pleasant Valley Road
Underhill, VT 05489

Date: 8/8/2019



*Proposed
Subdivision*